



**RYE GOLF CLUB**

**MEMBER  
HANDBOOK**

**330 BOSTON POST ROAD  
RYE, NEW YORK 10580  
914.835.3200**

**REVISION 1/06**



# **WELCOME TO RYE GOLF CLUB**

## **Introduction**

In 1965, the City of Rye purchased the 127-acre Country Club. Today Rye Golf Club is a totally self-sustaining City Enterprise Fund. The Club does not receive any financial support from the City nor are any tax dollars used to fund the club. It is operated as a municipally owned private club and supported solely by user fees.

Rye Golf Club offers a challenging 18-hole Devereux Emmet golf course overlooking Long Island Sound, practice areas, Olympic-size swimming pool, wading pool, socializing and play areas. The contemporary style main building houses the administration offices, member lounge, pool locker rooms and snack bar. The golf shop and golf locker rooms are located in the golf building. These amenities are for members and their guests.

Whitby Castle, the historic stone building located on the premises, was designed by architect Alexander Davis, in 1852. The Castle contains a restaurant with intimate dining areas and full service catering facilities.

## **Governance**

Management of the Rye Golf Club is under the direct supervision of the Club's General Manager. A nine-member member elected Commission makes recommendations, adopts rules, regulations and reviews annual budgets. The Commission convenes at open meetings usually held on the fourth Wednesday of each month.

## **Mission Statement**

To provide high quality services and an enjoyable family friendly club atmosphere while keeping attuned to the changing needs of its members.

## **Contact Information**

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## **MEMBERSHIP INFORMATION**

For the purpose of membership:

- “Resident” is defined as, residing (legal domicile) solely within the physical boundaries of the City of Rye. Ownership of real property or mailing address may not constitute residency. See resident application for complete details.
- “Non-Resident” are all those who are not residents.
- “Dependent Child” refers to unmarried dependent children age twenty-two (22) and younger as of January 1<sup>st</sup> of the membership year residing in the same dwelling unit. Proof of residency is required.
- “Family” refers to primary member, spouse and dependent children living in the same household. Proof of residency is required.
- Primary member for all categories of membership must be a minimum of eighteen (18) years of age unless noted.

### **Comprehensive Membership:**

- Permits unlimited use of the golf course and pool facilities by primary member and family members (see age requirements).

### **Individual Daily Golf Membership:**

- Permits unlimited use of the golf course by individual member.
- No pool privileges Included.

### **Individual Weekday Golf Membership:**

- Permits unlimited use of the golf course by individual member Monday thru Friday excluding posted holidays.
- No pool privileges Included.

### **Junior Golf Membership: (resident only)**

- This category of membership is available to person’s ages thirteen to seventeen as of January 1<sup>st</sup> of the membership year.
- Permits unlimited use of the golf course by junior member.
- Junior golf members may only bring junior guests.
- See junior golf section for times and restrictions.
- No pool privileges Included.

### **Family Pool Membership:**

- Permits unlimited use of pool facilities by primary member and family members (see age requirements).
- No golf privileges included.

### **Pool For Two Family Membership: (resident only)**

- Permits unlimited use of pool facilities by two specified family members (spouse/spouse or parent/dependent child only) residing in the same dwelling unit.

- No golf privileges included.

### **Individual Pool Membership:**

- Permits unlimited use of pool facilities by individual member.
- No golf privileges included.

### **Junior Pool Membership:** (resident only)

- This category of membership is available to person's ages thirteen to seventeen as of January 1<sup>st</sup> of the membership year.
- Permits unlimited use of the pool facilities by junior member.
- Junior pool members may only bring junior guests.
- See junior pool section for times and restrictions.
- No golf privileges included.

### **Individual Daily Fee Membership:** (resident only)

- Permits individual daily fee member limited use of the golf course and pool facilities with the payment of guest fee.
- Restrictions:
  - No prime time play.
  - Maximum of six rounds of golf per year.
  - Maximum of six pool visits per year.
  - Maximum of three guests per visit (see guest policy).
  - Daily fee membership may not be combined with any other membership.
  - Daily fee members may not use facilities as guests of other members.

### **Child Care Provider:**

- Available with Comprehensive or Family Pool membership only.
- Child Care Provider (CCP) has no membership privilege and may not use facilities unless accompanied by member's children.
- CCP may not bring guests to the facility.
- CCP is not transferable and must be named at time of registration.

### **APPLICATION INFORMATION**

- Current members will receive renewal application and information by mail. Information will include renewal procedures, fee schedule, payment and other pertinent information.
- Rye Golf Club is not responsible for postal delays or non-delivery. If your information is not received by March 1<sup>st</sup>, please call the club.
- All applications must be filled out completely, with all the requested documents attached in order to be processed.

### **MEMBER CHARGE ACCOUNT**

- Rye Golf Club is a cashless club.

- Payment for swim lessons, golf car, guests, USGA handicap and other applicable services, fees or products purchased must be settled through an established member account.
- Member must charge his or her own account to receive proper rate or guest rates will apply.
- If no account is established, the member will have no charging or guest privileges.
- No exceptions will be made.

## **GENERAL RULES & POLICIES**

1. Safety is always our primary concern.
2. Members must adhere to all club rules, policies and procedures that have been adopted or revised by the commission or management.
3. Members must comply readily and politely with staff requests relative to the operation or safety of the club, its property, members, guests or staff.
4. Rye Golf Club has a zero tolerance harassment policy. Physical contact of any type, obscene or abusive language or actions toward staff, other members or guests will not be tolerated.
5. Posted signs, directions and markings must be adhered to.
6. No persons may give instruction of any type unless authorized by management.
7. Tables on snack bar terrace are for use of snack bar patrons only.
8. Only alcoholic beverages purchased through club facilities may be consumed on club property. All others may be confiscated and offenders asked to leave.
9. No coolers allowed.
10. Food delivery and outside catering is prohibited. All catered events must be arranged through club facilities.
11. Proper attire is required throughout the club at all times (see dress code).
12. Disrobing in public or parking areas is not permitted. Please use locker rooms.
13. Smoking is prohibited in all buildings as well as all outside designated eating areas.
14. Members must have their membership card in their possession at all times while using club facilities as well as when checking in at the golf shop, with the starter or entering the pool complex.
15. Membership cards may only be used by the member it is assigned to. Any misuse of your membership card may result in suspension or loss of membership privileges.
16. You must present your membership card to any staff member upon their request.
17. Members may be required to attend an orientation seminar prior to using club facilities or anytime management deems necessary.
18. All members are responsible for informing and assuring their guests comply with all club rules, policies and procedures. In the event of a violation by a guest, the member will be subject to disciplinary action.
19. No rain checks or refunds will be issued under any circumstances.

20. No cell phones permitted on the golf course or inside buildings or locker rooms. Pagers and PDA devices are allowed provided they are set on vibrate or a non-sounding alert.
21. Cell phone use at the club is restricted to the following designated areas only.
  - Within the boundaries of the parking lots.
  - Snack bar area.
  - On the grass areas within the fenced in pool complex.

Violation of this rule may result in an automatic one-week suspension. Subsequent offenses will result in an automatic two-week suspension and mandatory appearance before the Rules Committee for further disciplinary action.

22. Members must clean up after themselves and deposit all litter in appropriate receptacles.
23. No pets allowed.
24. Skateboards, scooters, in line skates and such are prohibited.
25. Hiking, riding bikes, sleigh riding and such activities on golf course are prohibited.
26. The Club is not responsible for articles lost or stolen from locker rooms.
27. Rye Golf Club has a strict no refund policy.
28. All members and their guests participate at their own risk. The Golf Club/ City of Rye do not carry accident insurance.
29. Club management may close or restrict use of all or part of club facilities as deemed necessary without refund or credit of fees.

## **DRESS CODE**

1. Proper attire throughout the club is required at all times. "Proper Attire" - dress slacks, chino style pants, skorts and walking shorts that are no more than six inches above the knee, golf shirts and tailored shirts are acceptable. Strapless, halter or underwear- type shirts, denim of any color, sweat pants, fatigue type pants, swimsuits and cut-offs are prohibited.
2. Golf Course
  - Proper golf attire is required at all times (refer to above).
  - Shirts with collars must be worn and tucked in at all times by men.
  - No metal spikes allowed.
3. Pool Area
  - Proper swimwear is required and permitted in pool area only.
  - No jeans, cut offs, frayed clothing permitted.
4. Disrobing in public or parking areas is not permitted, please use locker rooms.

## **GUEST POLICIES**

1. Only members with an established member charge account may bring guests.
2. All guests, regardless of age, must be registered and accompanied by the sponsoring member at all times (see age requirements).
3. All guest fees must be paid through the established member's account only.
4. Golf weekend guest fees apply, Friday, Saturday and Sunday.

5. Guest may be required to show a photo ID.
6. Members may have a maximum of three guests per day.
7. An individual may be a guest at the club a maximum of six times in one year. This number is cumulative, not six times with one member and six times with a different member, six times total.
8. Junior golf or junior pool members may only bring junior guests (see junior sections).
9. Junior guests are age seventeen and under.
10. Members are responsible for making certain their guests adhere to all club rules, policies and dress codes.
11. Guest play permitted after 11:30 AM on weekends and holidays.
12. The Club Manager may make exception or authorize additional guest privileges.

### **MEMBER LOUNGE**

1. The Member Lounge is reserved for members ages 18 and older.
2. The lounge is for use by members and their guests.
3. Proper attire must be worn at all times (see dress code).
4. Hours will fluctuate depending on the time of year.
5. All food and beverage items must be purchased through club facilities.
6. Members are required to clean up after themselves.
7. No loud or abusive language or behavior.

### **AGE REQUIREMENTS**

1. Children age 12 and under must be accompanied by an adult member at all times unless noted otherwise.
2. See junior golf section.
3. See junior pool section.
4. Seniors are considered age 62 and older as of January 1<sup>st</sup> of the membership year.

### **GOLF RULES & POLOCIES**

1. Membership identification card must be presented at time of check in.
2. Bag tag identification provided must be affixed and clearly visible on your golf bag.
3. Each player must have his or her own golf clubs and bag.
4. Only designated areas may be used for practice.
5. No member may use the teaching tee or any other area as a driving range unless accompanied by the Golf Professional or a member of the professional staff.
6. While on the golf course, only one ball may be played.
7. Golfers must obey all daily rules and restrictions, signs, directional arrows, ropes and other markings.
8. Carry bags may not be placed on tees or greens.
9. All golfers must check in with the starter prior to playing.
10. Golfers will be grouped with other players to make foursomes whenever possible. Singles, twosomes and threesomes declining to be grouped as requested will be deferred to a later available tee time or denied play.



11. All golfers must start at the first tee at all times unless directed otherwise by the starter or professional staff.
12. Members paying fees or registering guests must do so in the golf shop prior to checking in with the starter. Please retain proof of payment until completion of your round.
13. Only those people actively playing golf are allowed on the course. Spectators are permitted only for special events as specified by the Golf Professional.
14. All golfing members may be required to attend an orientation prior to playing on the golf course or at anytime management deems necessary.
15. All players participating in club events must possess a USGA handicap unless noted otherwise.
  - The USGA Handicap System enables golfers of all skill levels to compete on an equitable basis.
  - All scores, including rounds at other courses, tournament and partial round scores must be posted. See Golf Professional or handicap committee for complete details on handicap system, posting of scores and penalties.
  - The handicap committee will monitor players, entry of scores and handicaps.
    - The committee may adjust scores or handicaps as necessary and will determine eligibility for tournaments or events.
    - The committee may disqualify a player from participating in an event with cause.
16. The Golf Professional will resolve all questions on all rules, handicap, conduct or pace of play issues.

### **GOLF COURSE SCHEDULE**

1. Prime time is considered weekends and holidays before 11:30 AM.
2. The golf course hours are subject to change due to the season, length of day, weather or scheduled golf outings or events.
3. All signage and notifications must be adhered to.
4. Changes and closings will be posted ahead of time when possible.
5. For maintenance purpose, the golf course will be closed on regularly scheduled days during the season. Days will be posted.
6. Temporary greens or tees must be played as marked.
7. Club management reserves the right to close or restrict play on the golf course at any time. The Club Manager, Greens Superintendent or their designee has full authority to order closings or restrictions. Portions of the course may be closed for maintenance or construction for prolonged periods of time without refund or credit of fees.

### **RESERVATIONS SYSTEM**

1. Members requesting weekend/holiday starting times must fill out a tee time request card and deposit card in box by 9:00 AM on the Wednesday preceding the weekend/holiday. Starting times will be available and posted Wednesday afternoon. All other requests may be made starting Wednesday after 1:00 PM.

2. Weekday starting times may be reserved one week in advance with starter.
3. Every attempt will be made to accommodate tee times requested.
4. If you are unable to keep your starting time, you must cancel your reservation at least 1 hour prior to that time.
5. Players must report to the starter no less than fifteen minutes prior to their scheduled tee time. Otherwise the starter may drop back all or part of the group to a later available time or substitute players for those who have not checked in.
6. Those paying fees must do so in the golf shop before reporting to the starter.
7. Golfers will be grouped with other players to make foursomes whenever possible.
8. Groups with frequent latecomers or no-shows will be subject to loss of tee time reservation privileges.
9. Player's ability to maintain pace of play will be taken into consideration when assigning tee times. Please select starting time with your ability to keep pace of play in mind.
10. Please check in golf shop or tee time sign up areas for updated or changes to reservation system.

### **CONDUCT/ ETIQUETTE OF PLAY**

1. U.S.G.A. rules prevail whenever not posted or covered by local rules.
2. Golfers are expected to adhere to customary golfing etiquette and demeanor; replace divots, rake bunkers, repair ball marks, enter and exit traps from the lowest point and obey all signs and markings.
  - Before leaving a bunker, players should carefully rake over all holes and footprints made by them and any nearby made by others.
  - Players should carefully repair any divots made by them and any damage to the putting green made by the impact of a ball (whether or not made by the player himself).
  - Minimize damage to the course by not taking divots on practice swings or by hitting the head of a club into the ground.
  - Carry bags are not permitted on tees and greens, please place them in the rough.
  - Do not scuff or twist feet on greens as to cause spike damage.
  - In order to avoid damaging the hole, players should not stand too close to the hole and should take care during the handling of the flagstick and the removal of a ball from the hole. The head of a club should never be used to remove a ball from the hole.
  - Players should not lean on their club when on the putting green, particularly when removing the ball from the hole.
  - The flagstick should be properly replaced in the hole before players leave the putting green.
3. The Spirit of the Game
  - Unlike many sports, golf is played, for the most part, without the supervision of a referee or umpire. The game relies on the integrity of the individual to show consideration for other players and to abide by the rules. All players should

conduct themselves in a disciplined manner, demonstrating courtesy and sportsmanship at all times, irrespective of how competitive they may be. This is the spirit of the game of golf.

4. Delays due to weather or other unforeseen situations are for the safety of the players or to minimize damage to the golf course. Please be patient.
5. No more than four players may play together at any one time.
6. Play begins at the first tee only unless otherwise directed by staff.
7. All holes must be played in succession. Skipping or playing holes out of order is prohibited.
8. Players must obey staff requests, signage, ropes and markings.
9. Only one ball may be played, please do not use course as a practice area.
10. Players may request permission to play through if a hole is open ahead. Slow players should honor this request.
11. Golfers may not enter private property to retrieve golf balls.
12. Players who have stopped after the 12<sup>th</sup> hole must be ready to tee off on the 13<sup>th</sup> when the preceding group is out of range. If stop is for a prolonged period, other groups may play through and you will be required to check in with golf shop to be slotted back into play.
13. Please observe extreme caution when playing shots within range of other golfers and staff. Do not hit your ball until those in front of you are out of range.
14. If a player plays a ball in a direction where there is a danger of hitting someone, he should immediately shout a warning.

### **PACE OF PLAY**

“Pace of play” is keeping up with the group in front of you at all times.

“Ready Golf” is being ready to hit your shot as soon as the group in front of you is out of range.

1. It is a group's responsibility to keep up with the group in front of them. Please do not worry about what is going on behind you.
2. Play “Ready Golf”, players should be ready to play as soon as the group in front of you is out of range.
  - Go directly to your ball even if you are further ahead of your playing partners.
  - Bring multiple clubs to your ball.
  - Have the club you need selected.
  - Complete your pre-shot routine.
  - When group ahead is out of you range, play your shot.
  - If you are the first person ready to play in your group, regardless of location to hole, play your shot.
  - Assist playing partners by bringing clubs, looking for balls (after you play your shot), raking bunkers and fixing ball marks.
  - When playing on or near the putting green, leave your bags or carts in such a position as will enable quick movement off the green and towards the next tee.
  - When the hole has been completed, players should immediately exit the putting green and scoring should be done at the next tee.

3. If a group is behind, staff may request you pick up and get back into position on the golf course.
4. Staff may request a slower group to let another group play through.
5. If a player believes his ball may be lost outside a water hazard or is out of bounds, to save time, he should play a provisional ball.
6. Pace of play rules apply to tournament play as well.

If players follow these guidelines, it will make the game more enjoyable for everyone. If a player or group consistently disregards these guidelines during a round or over a period of time to the detriment of others, disciplinary action against the offending player or group may be taken. Such action may include adjusting tee time that better suits the player or groups ability to keep up, loss of prime time playing privileges, prohibiting play in a certain tournaments or events, or suspension.

### **JUNIOR GOLF** (ages as of January 1<sup>st</sup> of the membership year)

Parents are responsible for their children or other minors in their care at all times. No one under age five permitted on the course at any time. All junior golfers may be required to attend an orientation prior to playing on the golf course or at anytime management deems necessary. Juniors required to play with an adult must make prior arrangements, they may not hang around asking members to let them play along, nor will staff make those arrangements for them.

#### ➤ 5-10 Years of Age

- Play permitted after 6:00 PM and must play with an adult member at all times.

#### ➤ 11-12 Years of Age

- Play permitted after 1:00 PM and must play with an adult member at all times.

#### ➤ 13-15 Years of Age

- Friday, Saturday, Sunday and Holidays, play permitted between 1:00 and 3:00 PM with an adult member. After 3:00 PM no restrictions.
- Tuesday and Wednesday, play permitted after 2:00 PM.
- Monday and Thursday, play permitted anytime.

#### ➤ 16-17 Years of Age

- Friday, Saturday, Sunday and Holidays, play permitted after 1:00 PM.
- Tuesday and Wednesday, play permitted after 12:00 noon.
- Monday and Thursday, play permitted anytime.

### **USE OF GOLF CARS & HANDCARTS**

1. No golf cars or handcarts allowed on tees, slopes of tees, greens, aprons of greens, or in bunkers.
2. Handcarts must remain outside greenside bunkers.
3. Near tees and greens, park golf cars and handcarts on cart paths where provided or a minimum of 30 yards away from tees and greens.
4. No more than 2 riders and 2 bags per golf car are permitted at anytime.

5. Pulling or towing of handcarts by a golf car is prohibited.
6. Golf cars must remain on paths as marked by ropes, curbs or signage.
7. Golf cars must be returned immediately upon completion of the round.
8. All golf cars must be returned in the evening by the posted time. Times will vary depending on time of year.
9. No one under the age of 16 may operate a golf car. Staff may require age verification or a driver's license.
10. No golf cars are permitted on any public street except for the crossing between the first green and second tee.
11. Golfers must obey all daily rules, restrictions, signs, directional arrows, ropes and other markings.
12. Reckless driving or failure to obey above may result in forfeiture of use of golf cars or playing privileges.

Violation of each of the aforementioned rules carries an automatic one-week suspension for the first offense.

### **WINTER GOLF**

1. Winter golf rules take effect when golf shop is closed for the season.
2. The course is only open to Rye Golf Club golf members. No guests are permitted.
3. Players may only play hole that are open and must use temporary tees and temporary greens as marked.
4. Hitting more than one ball is prohibited.
5. No member may use the teaching tee or any other area as a driving range.
6. Posted signs, directions, markings and ropes must be adhered to.
7. Member must carry membership card at all times. Golfers who do not have their membership card with them will be asked to leave the course.
8. Requests of staff must be complied with at all times.
9. Anyone in violation of the rules may be suspended and subject to further disciplinary action.

### **POOL SCHEDULE**

1. Pool season is the Saturday proceeding Memorial Day through the Sunday after Labor Day.
2. The pool hours are subject to change through the season due to length of day, weather or scheduled events. Normal operation hours will be posted.
3. Locker rooms close promptly after pool closing so please plan accordingly.
4. All signage and notifications must be adhered to.
5. Club management reserves the right to close or restrict pool usage at anytime. The Club Manager or his designee has full authority to order closings or restrictions at anytime without refund or credit of fees.
6. Members who violate or otherwise disregard such restrictions or closings are subject to disciplinary action.

## **PROGRAMS AND ACTIVITIES**

- Inquire at pool office or Member Services for swim team, special programs and activities.

## **JUNIOR POOL**

1. Parents are responsible for their children or other minors in their care at all times.
2. Children age 12 and under must be accompanied by an adult member at all times.
3. For safety reasons, swimming should be done under the supervision of an adult at all times.

## **POOL FACILITY RULES**

1. Children who are not toilet trained must wear a swim diaper and bathing suit at all times and are not permitted in main pool.
2. Everyone must obey all daily rules, restrictions, signs, directional arrows, ropes and other markings.
3. No acrobatics or horseplay allowed in or around pool.
4. No sitting, standing or chairs may within the designated deck area around the pools edge.
5. Diving permitted off diving boards only. No diving allowed in the shallow end of pool, from sides of the pool, ladders or sides of the diving boards.
6. No swimming allowed in the diving area.
7. No one may use the diving boards unless they know how to swim and can safely swim to side of pool.
8. Only one person allowed on diving board at a time. Diver must check the area in front of the board is clear before diving. After executing a dive, swim to the nearest ladder and exit pool.
9. Only forward dives permitted off diving boards unless diver is accompanied by Rye Golf Club staff.
10. The lap lanes may only be used for swimming laps. Kickboards, hand paddles, pull buoys, masks, fins and snorkels are allowed for lap swimming only, but only for their intended purpose.
11. Swimming across the lanes at right angles is prohibited except as to enter or exit the lanes. Please be courteous of those swimming in other lanes.
12. Children may use YMCA bubbles, or US Coast Guard approved personal flotation devices in the shallow end of the main pool only and an adult must be in the water with child wearing such devices at all times.
13. Diaper changing must be performed in designated locker room areas only.
14. Starting blocks may only be used during organized competitions or practice.
15. Toys and balls are not allowed in the main pool.
16. No glass of any kind is allowed in the pool area.
17. Anyone participating in a special program or activity must adhere to the specific rules established for that activity.
18. All rules instituted by the Board of Health and Rye Golf Club must be strictly adhered to.

19. No personal chairs may be brought into the pool area.
20. Chairs provided may not be used for footrests, towel racks or saved for other people. Give up chairs for others if not being used.
21. Keep the pool deck free of personal articles or equipment.
22. Radios, compact disc and tape players must be operated with earphones.
23. No smoking or food in the locker rooms.
24. Nothing may be left in locker rooms overnight unless stored in lockers assigned to seasonal locker holders.
25. Swimming can be dangerous. Please be aware of what is going on around you and keep your eye on children and family members.

## **RULES VIOLATIONS**

1. Members eighteen and older shall be held responsible for their own conduct and actions, and the conduct and actions of their children, other minors (under age eighteen) in their charge, and that of their guests.
2. Responsibility for damages to real or personal property situated on the Rye Golf Club premises caused by a member or their guests shall include but not be limited to repair or replacement. The Club Manager will determine if damaged property shall be replaced or repaired and will determine the actual cost of such.
3. Members must adhere to all club rules, policies and procedures that have been adopted or revised by the Commission. Staff will enforce all rules as stated herein. Members who violate such rules must comply with staff requests and shall be subject to disciplinary action by Management as adopted by the Commission. If member does not comply with Management, member will be required to appear before the Commission or Committee thereof for further disciplinary action.
4. Members in violation of any rule are subject but not limited to the following:
  - Verbal warning.
  - Required to leave the property.
  - Suspension of playing privileges.
  - Suspension of pool use.
  - Suspension of golf car use.
  - Restricted from participating in events.
  - Suspension of club use and entering club property.
  - Loss of membership privileges.

If a member is required to appear before the Commission or Committee thereof disciplinary actions may be increased as deemed necessary. As a result of any action taken, no refund or credit of fees will be made.

Refusal to accept the findings and penalties imposed will result in member appearing before the Commission or Committee thereof. If still not resolved, member may request a hearing before the City Manager at which time a penalty up to and including loss of membership, with no refund, may result. The request and results of such hearing before the City Manager will be publicly advertised or posted.